



FINANCE COUNCIL MINUTES

December 03, 2014

Members Present: Father Mike Ratajczak, Paul Ibbetson, Deacon John, Don Eppich, Irene Balli-Dumas, Bill Ipsen, Ron Briseno, Doug D'Agrosa, Nancy Busse

Opening Prayer: Meeting called to order with an opening prayer at 7:00 PM

Approval of Minutes: Minutes of 11-05-2014 meeting approved via email November 18, 2014

Review of prepared financial documents:

- Balance Sheet
- Profit & Loss Budget vs. Actual, July-November '14
- Funds On Deposit Mortgage/Building Fund
- Funds On Deposit Parish Reserves
- Mortgage Offering
- Did you know

Managing the cash flow problems is in discussion by the council and to be determined in the next few months. All expenses and income streams are being reviewed for next year's budget due April 2015.

Opening Remarks: Annual financial report to go on the website soon.

Old Business: Status of asset inventory team met in December. This process will need another volunteer to help to complete the valuation of the current asset inventory. Continued progress will be conducted in 3 phases; phase 1 to begin in February, will include more planning sessions with Deacon John and working with Chris Smith on recruitment of a volunteer. March is the target date for training a volunteer and working toward valuation of areas not yet completed. The inventory of off-site storage and updating the new Rectory inventory will commence in March as well. Phase 2 will cover the inventory of the new church. Phase 3 will cover the inventory of the administration building.

The parish staff has been informed to use the new purchase order request form starting immediately. Deacon John has given a book titled "The Four Signs of a Dynamic Catholic" to the finance council.

New Business: Nothing at this time.

Building and maintenance: Maintenance may need to replace a part on the downstairs ice machine. To address items for repair, Deacon John has created a method of contact.

Pastoral Council: Designated seating for emergency assistance. A new Reader is on board. The STM website is continually evolving.

Development Council: Stewardship Appreciation Reception was held November 23. Development committee is organizing family nights, as a fundraiser to occur once per quarter.

Personnel: No changes

Pastor's comments:

The Altar has arrived for the new church and is being kept in storage.

- **Next Meeting:** Wednesday, January 14, 2015
- **Closing Prayer**
- **Minutes:** Nancy Busse, Finance Council Secretary, submitted first draft, December 29, 2014.